



Fisheries and Oceans
Canada

Pacific Region
Aquaculture Management
Fish Health Unit
#103-2435 Mansfield Drive
Courtenay, BC
V9N 2M2

Pêches et Océans
Canada

Gestion de l'aquaculture
Santé de poisson
Région du Pacifique
#103-2435 Mansfield Drive
Courtenay, (C.-B.)
V9N 2M2

DATE

To Whom It May Concern,

RE: Urgent Notifications Templates

The Aquaculture Management Division of Fisheries and Oceans Canada (DFO) are undertaking a modernization of our data management systems to allow increased utility and security of our data. As part of this process, we have updated the reporting templates for industry notifications of: 1) fish health events (FHE), 2) mortality events (ME), and 3) sea lice over threshold. We anticipate these new templates will allow more consistent reporting by industry, without any increased regulatory burden.

The implementation of the new reporting templates gives us an opportunity to clarify some specific key elements on how notifications are reported to the Department. These elements are as follows:

Fish Health Event (FHE) reporting:

- FHE's will be reported in the dedicated template attached, and will no longer be required to be reported in the Appendix V-B Mortality by Category.
- A FHE should be reported wherein any suspected or active disease occurrence has warranted veterinary involvement *and* mitigative action.
 - Site quarantine and/or enhanced biosecurity (e.g. visiting last) would constitute mitigative action and therefore FHE notification.
 - Culling of fish should be reported to the Department as a FHE when used as a management tool to mitigate suspected or confirmed disease in a population.
 - Routine "grading out" of poor performers during any transfer is exempt from this reporting requirement.
- The current occurrence categories of "new, ongoing and relapsing," seen in the Mortality by Category template (Appendix V-B) will be changed to "new, ongoing and *recurring*."
- The delineation between "new, ongoing and recurring" FHE's has been defined. Please see the "Guidance" tab in the new FHE reporting template.
 - Rationale: In current reporting structure of FHE's within the Mortality by Category template (Appendix V-B) the delineation between new, ongoing and recurring FHE's is not well-defined. This new approach is more

consistent and standardizes reporting requirements, regardless of when in a quarter a FHE falls.

- Each disease process warrants an independent FHE report, and follow-up reporting as necessary.
 - For example, if there were two disease processes being treated on farm (even if the treatment is one-and-the-same) each disease must be reported independently. It is recommended that a reference be made to the concurrent disease in the “Comments” column.

Mortality Event (ME) reporting:

- All supporting documentation which justifies the primary and any contributing cause(s) of the ME should be retained on site and be made available to the Department upon request.
- All mortalities which occur during a transfer must be reported as occurring at the *destination* facility.
 - Rationale: This ensures that mortality is not “split” between source and destination facilities, or reported twice. By attributing mortalities to the destination facility, any subsequent mortalities which may be related to the transfer will be captured in subsequent ME reports.
- 10 day follow up ME reports are required for all ME's, unless it is stated in the initial notification that the ME cause has been resolved.
 - 10 day follow up mortality reports must include mortality broken down day-by-day for the 10 days, with any updates to primary probable cause, diagnosis, actions taken as appropriate.
 - If the ME has resolved within the 10 days, please indicate this in the comments section of the report.
- “Pens Affected” column in the template is meant to capture mortality events which clearly only affect a portion of the farm (e.g. handling, predation, transfer). Any generalized environmentally induced MEs should be reported as “all pens.”
- Any accumulated mortalities, due to a delay in retrieval, must be reported on the day they are recovered from the pen(s) (i.e. not averaged out over the previous days)
 - Rationale: There is no way of knowing which mortalities occurred on which day(s) during the absent or incomplete mortality retrieval. Therefore, averaging out the mortalities over numerous days may result in a given mortality event being missed. Companies must make efforts to ensure, “carcasses are collected, classified and recorded on a routine and frequent basis...” as per 2.6.1 of the HMP.”

- If there are circumstance(s) which resulted in the delayed retrieval of mortalities (e.g. weather, biosecurity, equipment malfunction) which then resulted in a mortality event trigger on the day of retrieval, provide this supporting evidence to the Department with your ME notification. The Department will not enter a record of a ME where sufficient evidence has been provided to justify the exemption of a ME.

Sea Lice over threshold reporting:

- As per Condition of Licence 6.4 and 6.5, notifications to the Department for sea lice exceedance, and a plan to address the exceedance are required within 15 and 30 calendar days respectively, of the date of “discovery...”
 - The date of “discovery” is synonymous with the “Incident Date” found in the new Sea Lice Overabundance Template (see “guidance” tab for definition).
 - As per Appendix VI 1.1(c) of the Conditions of Licence, a three-pen sampling event should be conducted within five calendar days.
- To clarify Condition of Licence 7.3 (a) and (b); any exceedance of sea lice during the outmigration period (defined March 1st, to June 30th annually) must be reported within seven calendar days to the Department.
 - This is the case even when an exceedance has been previously reported prior to March 1st (i.e. beginning of outmigration).

This bulletin is our interpretation of the licence conditions based on current information and updated reporting templates. Please be advised that this bulletin is subject to revision at the Department’s discretion and will be sent to licence holders if and when updated.

If you require further clarification please contact DFO aquaculture fish health veterinarian, Zac Waddington, by telephone at 250 703-0902 or by email at zac.waddington@dfo-mpo.gc.ca

Sincerely,

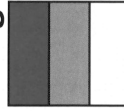
Adrienne Paylor
Manager, Aquaculture Environmental Operations
Fisheries and Oceans Canada

Report Code: FISHHEALTH
Version No.: 8.0
Build No.: 5

Instructions for using this Excel template:

- (1) Go to "Step 1 - General Info" worksheet.
- (2) Select Licence Holder Name from drop-down list
- (3) Then select "Facility Reference No" from drop-down list
- (4) Complete the remaining columns (if applicable)
- (5) Go to "Step 2 - Report Details" worksheet.
- (6) Enter data and complete the remaining columns (if applicable)
- (7) Explain in comments when "Other" is chosen from the pick list

Color Meaning:



Mandatory Field (Data Missing)

Do Not Enter

Enterable Field

* N.B. in order to maintain data integrity, data from external sources should not be copied directly into greyed-out cells. Please input the data directly into this spreadsheet.

Last Updated:

11/14/2018

<i>Licence Holder Name</i>	<i>Facility Reference No</i>	<i>Facility Name</i>
<i>Pick Licence Holder (Start Here)</i>	<i>Pick Licence Holder BEFORE Select Facility Here</i>	<i>Do Not Enter</i>

Incident Date	Associated Mortality Event? (Y/N)	Species Affected	Average Weight (grams)	Occurrence Category	Pens Affected	Veterinary Diagnosis	Mitigation Category	Mitigation Description	Comments
Input format: YYYY-MM-DD	Pick List	Pick List	Input format: 999999	Pick List	"All pens" or indicate pen numbers	Pick List (Explain in Comments)	Pick List		

Guidance for Reporting of Fish Health Events

Fish Health Event (FHE)	means a suspected or active disease occurrence within an aquaculture facility that requires the involvement of a veterinarian and any measure that is intended to reduce or mitigate impact and risk that is associated with that occurrence or event
Incident Date	The date at which mitigation (as reported in "Mitigation Category") was applied. <i>For example:</i> The date at which treatment began, or the quarantine was established, or the disease investigation began.
Associated Mortality Event? (Y/N)	Report whether this fish health event resulted in an associated mortality event ie) fish mortalities equivalent to 4000kg or more, or losses reaching 2% of the current facility inventory, within a 24 hour period OR fish mortalities equivalent to 10,000 kg or more, or losses reaching 5%, within a five day period
Species Affected	The species being cultured at the facility that are affected by the Fish Health Event
Average Weight (grams)	The average weight, in grams of the fish affected by the Fish Health Event
Occurrence Category	<p>New: the first occurrence of a given disease on a farm in that production cycle</p> <p>Ongoing: any disease occurrence previously reported as "New", "Ongoing" or "Relapsing" which is still occurring on farm 30 days after the last submitted FHE report</p> <p>Relapsing: any disease occurrence which has previously been reported on a farm in that production cycle wherein more than 30 days have passed since the last reporting of that FHE</p> <p><i>For example:</i> The initial treatment for mouthrot at a farm would be reported as a "New" occurrence, with the "Incident Date" being reported as the date treatment began. The FHE report would be due no later than 7 days after this "Incident Date." If mitigation (i.e. treatment) for mouthrot was still taking place 30 days after the initial report, then another FHE would need to be submitted as an "Ongoing" occurrence. Every 30 days thereafter another "Ongoing" FHE report would need to be submitted so long as mitigation for that same disease was still being applied on farm. If more than 30 days have passed without mitigation being applied for mouthrot on farm, then any subsequent mitigation for that same disease within that same production cycle would be reported as "Relapsing."</p> <p>The "Incident Date" being reported for a "Relapsing" occurrence would be the date which mitigation was applied for that "Relapsing" FHE. Each "Ongoing" FHE report should list the "Incident Date" as the date reported in the initial "New" or "Relapsing" FHE report which the "Ongoing" FHE report is subsequent to. If there are numerous "Ongoing" FHE reports for a prolonged issue, then each "Ongoing" report should still list the "Incident Date" as that reported in the initial "New" or "Relapsing" report for that disease. This allows tracking of the duration of mitigation being applied to a farm to manage a FHE.</p>
Pens Affected	A description of the pens affected by the Fish Health Event. Report specific pen numbers or "All pens" if the entire farm is affected
Veterinary Diagnosis	May be either a definitive or presumptive diagnosis, made by a licensed veterinarian in BC, which has prompted the mitigative action(s) necessitating the reporting of a Fish Health Event.
Mitigation Category	Choose from the picklist, and explain in comments as required for those that are not specific diagnoses ieg. Poor gill health, Vibrio sp., Skin ulceration etc.
Mitigation Description	The category of action taken in response to the Fish Health Event
Comments	Describe in detail the mitigation measures taken in response to the incident ie) planned therapeutic Any additional information necessary to fully describe the incident, diagnosis or mitigation measures

Wilkinson, Davida

From: Sandberg, Krista
Sent: Tuesday, December 4, 2018 3:19 PM
To: Knight, Joe
Cc: Doucette, Claire; Paylor, Adrienne; Waddington, Zac
Subject: FW: new reporting templates to go with draft bulletin - FH reporting
Attachments: Draft Urgent Notifications Bulletin.doc; Fish Health Event Template (V8.5).xls; Mortality Event Template (V8.4).xls; Sea Lice Overabundance Template (V8.2).xls

Hi Joe,

The fish health team has been working towards improving industry reporting with regards to urgent notifications including fish health events, mortality events and sea lice overabundance notifications. Thus, we have created three new structured data templates (attached) to replace our previous system of email notifications and excel reports. We have also drafted a Bulletin that helps to clarify some of the requirements in our current Conditions of Licence. There are no changes in requirements, just increased structure and clarity which will ultimately feed into our enhanced AQUIS modules to allow us to better track events and assess compliance. We have finalized the templates and bulletin and plan on sending this to Allison for review, then to Alex for legal approval prior to distributing to industry. I'm hoping this can be done before the new year so that we can implement our new system in January.

Can you please review these templates and the bulletin from a C&P perspective to ensure that they are consistent with your requirements? Let me know if you would like to go over them in person or if you have any further questions.

Thank you,
Krista.

Krista Sandberg
Office | Bureau 250-286-5835
Cellular | Cellulaire 250-895-1723



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From: Waddington, Zac
Sent: December-03-18 6:04 PM
To: Paylor, Adrienne
Cc: Sandberg, Krista; Diamond, Maria; Manchester, Howie
Subject: RE: new reporting templates to go with draft bulletin - FH reporting

Please see the attached bulletin and final templates. I think we can say happily that this is the final draft, Maria has polished it up and I think it's ready for distribution. When/if you're happy with it Adrienne, I don't know how it's supposed to go up through the channels, but you can send it and the templates to whomever you feel necessary. Please let me know if you need anything further,

Zac

From: Sandberg, Krista
Sent: November-29-18 3:22 PM
To: Paylor, Adrienne

Cc: Waddington, Zac

Subject: new reporting templates to go with draft bulletin - FH reporting

Hi Adrienne,

To go along with the bulletin that you have from Zac to send up to Allison, I think it would be good to include the new templates that will be sent out along with the bulletin. And I should note that they are all very fabulous! I spoke with Dan yesterday and he was pointing out a few holes in our reporting requirements, all of which I was happy to say are now covered with our new templates ☺

Krista.

Krista Sandberg

Aquaculture Data Coordinator | Coordonnateur de données sur l'aquaculture

Aquaculture Management Division | Gestion de l'aquaculture

Fisheries and Oceans Canada | Pêches et Océans Canada

krista.sandberg@dfo-mpo.gc.ca

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Report Code: MORTEVT
Version No.: 8.0
Build No.: 4

Instructions for using this Excel template:

- (1) Go to "Step 1 - General Info" worksheet.
- (2) Select Licence Holder Name from drop-down list
- (3) Then select "Facility Reference No" from drop-down list
- (4) Complete the remaining columns (if applicable)
- (5) Go to "Step 2 - Report Details" worksheet.
- (6) Enter data and complete the remaining columns (if applicable)
- (7) Explain in comments when "Other" is chosen from the pick list
- (8) Data can be copied and pasted into multiple subsequent rows. However, please note that data can not be copied to cells marked "do not enter" *

Color Meaning:

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	Do Not Enter
	Enterable Field

* N.B. in order to maintain data integrity, data from external sources should not be copied directly into greyed-out cells. Please input the data directly into this spreadsheet

<i>Licence Holder Name</i>	<i>Facility Reference No</i>	<i>Facility Name</i>	<i>Fish Health Zone</i>
<i>Pick Licence Holder (Start Here)</i>	<i>Pick Licence Holder BEFORE Select Facility Here</i>	<i>Do Not Enter</i>	<i>Do Not Enter</i>

The image shows a dark, textured surface, likely the cover or endpaper of an old book. The material has a mottled, grainy appearance with various shades of dark gray and black. A prominent vertical crease or fold line runs down the center of the image. On the left edge, there is a small, rectangular, light-colored label with a grid pattern, possibly a library or archival tag. The label is divided into a grid of small squares, with some squares containing faint, illegible markings. The overall lighting is somewhat uneven, with a slightly brighter area towards the left edge where the label is located.

Guidance for Reporting of Mortality Events

Mortality Event	means (a) fish mortalities equivalent to 4000kg or more, or losses reaching 2% of the current facility inventory, within a 24 hour period; or (b) fish mortalities equivalent to 10,000 kg or more, or losses reaching 5%, within a five day period
Initial Incident Date	The date on which either the one day, or five day, mortality event was first discovered. This date should be listed on all subsequent 10 day follow-up reports to allow tracking of a given Mortality Event.
Associated Fish Health Event? (Y/N)	Report whether this mortality event was associated with a reported Fish Health Event (a suspected or active disease occurrence within an aquaculture facility that requires the involvement of a veterinarian and any measure that is intended to reduce or mitigate impact and risk that is associated with that occurrence or event)
Cultured Species	The species being cultured at the facility at the time of the incident
Occurrence Category	New - for initial notification of a Mortality Event, not later than 24 hours after discovery, provide as much detail as is known Follow-Up - for 10-,20-,30- and 40-day follow up reports including daily inventory and mortality details and additional event details as necessary Other - for submission of additional information or details after 50 days post-incident
Reporting Sequence	The sequence of days following the initial incident date
Reporting Date	The date for which mortality data are reported, based on the Initial Incident Date and the number of days post-incident (Do not enter, autopopulated based on specified Incident Date)
Pens Affected	A description of the pens affected by the Fish Health Event. Report specific pen numbers or "All pens" if the entire farm is affected.
Daily Inventory	The number of fish at the facility on a given Reporting Date, at the beginning of the day or the end of the previous day
Daily No. of Fish Dead	Then number of mortalities at the facility on a given Reporting Date. This may be either Confirmed or Suspected, depending on if retrieval of mortalities has been completed. If necessary, provide explanation in the Comments column.
Proportion Dead	The proportion of mortalities based on the daily inventory and the daily number of mortalities (Do not enter, autopopulated based on Daily Inventory and No. of Fish Dead). This may be either Confirmed or Suspected, depending on if retrieval of mortalities has been completed. If necessary, provide explanation in the Comments column.
Average Weight (grams)	The average weight, in grams of the fish at the facility during the Mortality Event
Daily Carcass Biomass (kg)	The estimated biomass of mortalities at the facility on a given Reporting Date (Do not enter, autopopulated based on Daily No. of Fish Dead and Average Weight). This may be either Confirmed or Suspected, depending on if retrieval of mortalities has been completed. If necessary, provide explanation in the Comments column.
Primary Probable Cause or Diagnosis	The presumptive or confirmed primary cause of the mortality event. Other contributing causes should be reported as "Other Contributing Factors."
Action Taken	The category of action taken in response to the Mortality Event
Information Relevant to Event	Provide detail about the probable cause or diagnosis and action taken (eg. plankton species, water quality parameters, disease diagnosis, treatment details, etc.)
Other Event	
Contributing Factors	Describe in detail other contributing factors resulting in mortality, in addition to the primary probable cause (eg. Poor gill health, concurrent/chronic disease, environmental conditions)
Comments	Any additional information necessary to fully describe the incident, probable cause or action taken with respect to the reported Mortality Event

Report Code: SEALICEOA
Version No.: 8.0
Build No.: 2

Instructions for using this Excel template:

- (1) Go to "Step 1 - General Info" worksheet.
- (2) Select Licence Holder Name from drop-down list
- (3) Then select "Facility Reference No" from drop-down list
- (4) Complete the remaining columns (if applicable)
- (5) Go to "Step 2 - Report Details" worksheet.
- (6) Enter data and complete the remaining columns (if applicable)
- (7) Explain in comments when "Other" is chosen from the pick list

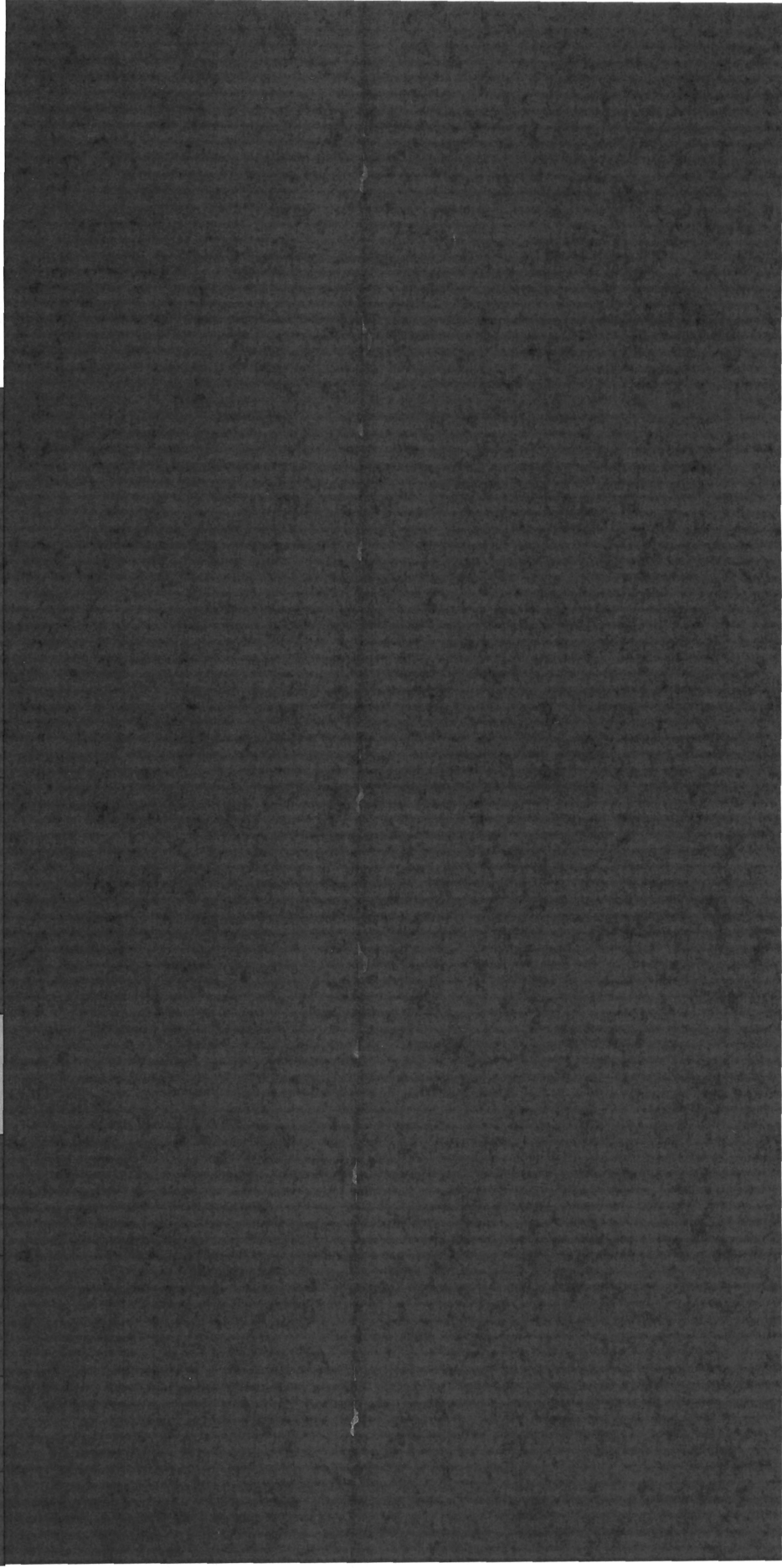
Color Meaning:

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	Enterable Field

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Licence Holder Name	Facility Reference No	Facility Name	Fish Health Zone
Pick Licence Holder (Start Here)	Pick Licence Holder BEFORE Select Facility Here	Do Not Enter	Do Not Enter

Incident Date Input format: YYYY-MM-DD	Outmigration Period? (Y/N) Pick List	Current Inventory Input format: 9999999	Average Motile Lice Input format: 99.99	Absolute Sea Lice Inventory Do Not Enter	Planned Mitigation Category Pick List	Mitigation Description Describe in detail the mitigation measures planned iel type of treatment, planned start date, etc.	Comments
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Guidance for Reporting of Sea Lice Overabundance Notifications

Sea Lice Abundance Threshold	means three motile <i>Lepeophtheirus salmonis</i> per fish as determined by a minimum sample of 20 live fish from three pens. In the event three pens can not be sampled, calculate the mean sampling average with the data available.
Incident Date	The date on which the Sea Lice Abundance Threshold was exceeded. In cases where the "3 pen sampling event" takes place over multiple days, the incident date shall be the date on which the final pen was sampled, as per Appendix VI.
Outmigration Period? (Y/N)	Report whether the Sea Lice Abundance Threshold was exceeded during the juvenile salmon outmigration period from March 1st to June 30th
Current Inventory	The number of fish at the facility on the Incident Date
Average Motile Lice	The average number of motile <i>L. salmonis</i> per fish at a facility, calculated as per monitoring protocols set out in Appendix VI
Absolute Sea Lice Inventory	The estimated number of motile <i>L. salmonis</i> at a facility (Do not enter, autpopulated based on the Current Inventory and Average Motile Lice)
Planned Mitigation Category	The category of mitigation planned in response to the Sea Lice Abundance Threshold exceedance.
Mitigation Description	Describe in detail the mitigation measures planned (e) type of treatment, planned start date, etc. The mitigation plan must reduce the absolute sea lice inventory within the containment structure array.
Comments	Any additional information necessary to fully describe the threshold exceedance and planned mitigation.